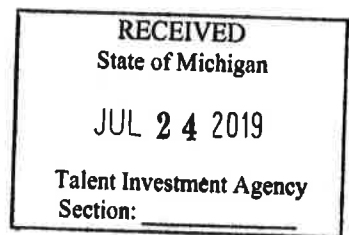




Community Development Institute Head Start

Serving Outer Wayne, MI
PO Box 448
Garden City, MI 48135



June 24, 2019

Re: Notification of Layoff

To Whom It May Concern,

Community Development Institute Head Start ("CDI HS") provides interim operation of Head Start programs at the direction of the Office of Head Start.

CDI HS Serving Outer Wayne, MI was assigned as the short-term interim operator of the Outer Wayne, MI Head Start program. CDI HS's interim management of the program allowed for services to Head Start children and families at a time when the local grantee could no longer operate the program.

During this interim period, a process was put in place by the Office of Head Start to identify a replacement grantee for this service area. CDI HS has been advised that a replacement grantee has been awarded a grant by the Regional Office of the Office of Head Start to provide Head Start services in the Outer Wayne, MI area. On September 1, 2019, the administration of the program will be the responsibility of the replacement grantee and no longer the responsibility of CDI HS.

As a result of the expected termination of its interim management services provided by CDI HS, CDI HS plans to lay off 49 employees effective August 31, 2019 or within the fourteen (14) day period beginning on that date. These layoffs will occur at the following locations:

NAME OF SITE	ADDRESS
<u>Dearborn East</u>	13020 Osborne Street, , Dearborn, MI 48126
<u>Dearborn South</u>	2623 Salina Street, Dearborn, MI 48120
<u>Home Based Option</u>	8850 Pardee, Taylor, MI 48180

Journey of
Hope
Admin/Center

8850 PARDEE, TAYLOR, MI 48180

New Hope

33640 Michigan Ave, Wayne, Mi. 48184,

Schoolcraft-
Radcliff

1751 Radcliff Street, Garden City, MI 48135 ([Map](#))

Stottlemeyer

34801 Marquette, Westland, MI 48185

Walker-Winter
Elementary

39932 Michigan Ave., Canton, MI 48188

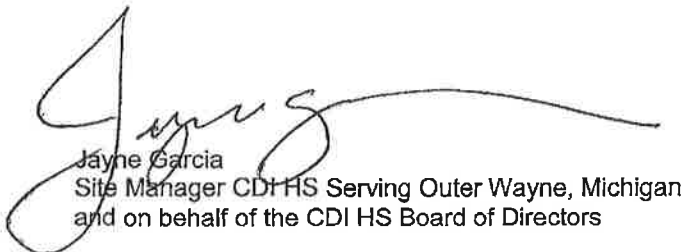
This action is expected to be permanent and the locations associated with the program will no longer be operated by CDI HS. Affected employees and classifications of each employee are included in the attached Exhibit A.

This announcement and the above timetable are based on the best information currently available to CDI HS. Various factors outside of CDI HS's control may affect these plans and the timing of employee separations, and you will be informed of any changes as additional information becomes available.

CDI HS will work closely with the replacement grantee so that there will be limited disruption to the services provided to children and families. We will continue to be in communication with you and with staff, if more information is known.

Inquiries regarding the ending of CDI HS's interim management can be directed to Administration for Children and Families Office of Public Affairs at (202) 401-9215.

Sincerely,



Jayne Garcia
Site Manager CDI HS Serving Outer Wayne, Michigan
and on behalf of the CDI HS Board of Directors

EXHIBIT A

<u>First Name</u>	<u>Last Name</u>	<u>Position</u>
Gina	Minutolo	Administrative Assistant-Payroll/HR
Randa	Bairq	Assistant Teacher
Gerilyn	Panick	Assistant Teacher
Allison	Trimble	Assistant Teacher
Rachel	Geyer	Center Supervisor
Krystal	Hill	Center Supervisor
Minuwana	Whitehead	Center Supervisor
		Education/Disabilities Services
Kathryn	Wahl	Manager
Nour	Altairi	Family Advocate
Lori	Bolin	Family Advocate
LaVonne	North	Family Advocate
		Family Community Partnerships
Querino Lima	Pereira	Manager
Theresa	Webster-Perry	Health Manager
Tiffany	Hardwick	Home Visitor
Antoinette	Hughes	Home Visitor
Shawn	Jones	Home Visitor
Candashia	Reynolds	Home Visitor
Chaley	Harbin	Mentor Teacher
Shaniqua	Stafford	Program Aide
April	Beaton	Program Director
Sakeena	Abdusshakur	Teacher Infant/Toddler
Danaka	Abron	Teacher Infant/Toddler
Maria	Acevedo	Teacher Infant/Toddler
Hanaa	Ali	Teacher Infant/Toddler
Saba	Alyounisi	Teacher Infant/Toddler
Chelsea	Armstrong	Teacher Infant/Toddler
Julia	Blue	Teacher Infant/Toddler
Angela	Brekke	Teacher Infant/Toddler
Natasha	Brown	Teacher Infant/Toddler
Emily	Detloff	Teacher Infant/Toddler
Mia	Griffin	Teacher Infant/Toddler
Rima	Hammoud	Teacher Infant/Toddler
Abigail	Moore	Teacher Infant/Toddler
Natalie Marie	Munoz	Teacher Infant/Toddler
Fatima Ahmed	Nasser	Teacher Infant/Toddler
Nicole	Powers	Teacher Infant/Toddler
Terri	Roberson	Teacher Infant/Toddler
Majlinda	Sahiti-Nishevci	Teacher Infant/Toddler
Fayeza	Salem	Teacher Infant/Toddler
Amethia	Sellers	Teacher Infant/Toddler
Cherie	Settle	Teacher Infant/Toddler
Jamie	Sipos	Teacher Infant/Toddler
Denieshia	Taylor	Teacher Infant/Toddler
Penny	Victory	Teacher Infant/Toddler
Ashley	Wallo	Teacher Infant/Toddler

Virginia	Wasson	Teacher Infant/Toddler
Jaelyn	White	Teacher Infant/Toddler
Lisa	Elliott	Teacher Preschool
Shonalee	Hughes	Teacher Preschool